

**Supercomputing Challenge Board of Directors
Meeting Minutes - March 10th, 2015
Abba Technologies, Albuquerque**

1. 4:05 PM - Call to Order

2. 4:08 PM - Quorum Achieved; Board Members Present:

Ed Angel	Present	
Bill Blackler	Present	
Bob Bolz	_____	
Tom Bowles	Present	
Scott Chadde	_____	
Matthew Curry	sick	
Ron Davis	Present	(our host)
Celia Einhorn	_____	
Tony Giancola	Present	(by phone)
David Kratzer	Present	
Patty Meyer	Present	(by phone)
Bob Robey	Present	
Tim Thomas	Present	
Teri Roberts	Present	(by phone)
Jed	Present	(by phone)

Others Present: Josephine Kilde, Aaron Bergstrom, Laura Munski

3. 4:08 PM - Approval of Agenda

1. (4:00 pm) Call to Order
2. (5 min) Quorum
3. (5 min) Approval of Agenda
4. (5 min) Approval of Previous Minutes
5. (5 min) Conflict of Interest Declarations
6. (4:20 pm 10 min) Board President's message -- Bob Robey
7. (10 min) Executive Director's message -- David Kratzer
8. (10 min) Introduction of Josephine Kilde
9. (10 min) Board member actions
10. (5:00 pm 20 min) Aaron Bergstrom, University of North Dakota
11. (5:20 pm 20 min) Treasurer's Report -- Bill Blackler
12. (5:40 pm 30 min) Fundraising Initiatives
 1. State Legislature Funding
 2. Board Report -- Annual fundraising letter
 3. Staff Report -- Indiegogo, Amazon Smile, Cray
13. (6:10 pm 15 min) Recent Activity Reports
 1. February Project Evaluations Report
 2. Sandia/UNM Tours

14. (6:25 pm) Future Activity Planning
 1. Expo
 2. STI
15. (7:00 pm) Adjourn

Motion to approve Agenda (Tim; Bill, seconds) → Unanimous

4. 4:09 PM - Approval of Previous Minutes

Approval pending insertions of required stuff.

Motion to approve Minutes (Tim; Bill seconds) → Unanimous

5. 4:10 PM - Conflict of Interest Declarations -- report from Tim on missing ones

...(see previous minutes)... All COI statements are in for this season.

6. 4:12 PM - Board President's message -- Bob Robey

- a) Four fundamental functions of the Board:
 - 1: Fundraising – we have to raise our efforts, standards, and visibility (there will be a balance of roles w.r.t. staff);
 - 2: Strategic directions;
 - 3: Governance and business practices (relationship with staff is articulated in the bylaws);
 - 4: Program outcomes, meaning we have to guide what current requirements we think there are for university and workplace success.
- b) What are the outcomes of our students and teachers that enable success in the transition to workplace and university.
- c) We may want to reconstitute our committees (during this board meeting.)

7. 4:17 PM – Executive Director's message -- David Kratzer

- a) With the announced retirements, we've needed to refresh the staff. David met Josephine (see below) about a year ago at a Challenge Booth and invited her to be an Expo judge. She was a participant and instructor in last summer's STI and was also at the Kickoff. She accepted our open position as of March 1st and will be overlapping with Celia for a couple of months.
- b) We will try to share with the Board the appropriate things, but not all minutia; e.g., this past weekend, an activity report was sent to 'consult' but not the Board. In general, The President will review these details and abstract a summary for the Board.
- c) Staff will work with the Board on the budget: establishing one, sticking to it, etc.

8. 4:18 PM – Introduction of Josephine Kilde

- a) Josephine is currently Ph.D. Student at the University of Colorado at Boulder, with interests in STEM, specifically the use of open courses to advance STEM education for adults and children in low income and rural high schools. She is impressed with the Challenge, enjoyed working with us last year, and is now very excited to be on staff. She looks forward to many great things that can happen going forward.
- b) Her focus, per the job description, will be on program management, reporting and publications, fund raising, and longer-range issues, esp. program development.
- c) Also, she will be the professional face of the challenge. We are requesting her to join CSTA, ACM, IEEE, present papers, etc. (N.B. Irene is very active with CSTA.)

9. 4:24 PM – Board member actions

- a) We received a resignation from Bob B. He has gotten very busy and has been short of time.
- b) **Motion** (Bill, Tom) to accept his resignation → Unanimous
- c) Scott Chadde is leaving Tech. He has not said that he intends to resign, but he has not been able to attend meetings for over a year.
- d) **Action item for Bob R:** send Scott an email asking for his resignation; this will give him an opportunity to make a statement.
- e) Getting new Board member: Teri and Bob R. the lead on this. We could use representation from NMT, SNL; in southern NM; we are low on other under-represented groups that characterize New Mexico's diverse population.
- f) Bob R. has written a short list of skills needed on the board: fundraising, government contracting procedures, State Legislative procedures, NSF and other federal agencies procedures; legal, accounting, marketing. We could use some people who have current experience with NSF reviews; in general it is helpful to have people with outside perspective. Email Teri or Bob with ideas for people.
- g) Board Member commitments: four meetings per year, committee meetings (a couple evenings a month), helping out at events.
- h) Board Members are welcome to initiate a contact and move it forward; you can't commit of course (that happens at a Board Meeting.)
- i) We have not had an election for officers for a while – at the next Board Meeting, we should have elections.

4:45 PM: Ahead of schedule, we **jump to item 11, Treasurer's Report**, which was completed just as we received the phone call for item 10...

10. 5:02 PM – Aaron Bergstrom and Laura Munski, University of North Dakota

- a) Background: David K. had spoken with Aaron at a conference several years ago, and Bob Bolz had been in contact with him more recently. Aaron was interested in how we start at middle school.
- b) They have EPSCoR Track I funding for five years. They have a small budget to launch something they call the “Citizen Science Grid”, including application to curriculum development for schools. They’ve been talking to a private company about developing K-5 curricula. With the same infrastructure, they also want to do scientific computing: high school and junior high teams would use this for computing competitions. Laura would head that effort. They already have state-wide FLL (First Lego League) competitions; she would use a similar strategy to have a supercomputing competitions project. She is looking for a combination of summer or school year programs; there are scheduling issues w.r.t. the school district. Many of these would be at UND Grand Forks; might alternate with Fargo.
- c) We gave them a backgrounder on NM activities, including curricula for younger kids - Star- and Net-Logo: SFI (GUTS) and the joint GUTS-UNM NSF (CS4ALL) programs, UNM CS108 for students and CS 590/390 for teachers.; SFI’s summer one-week modeling camp; finally, a summary of the Challenge itself.
- d) They don’t think they’ll have funding in place this year; not until August. This is also contingent on support from the private company. He has some funding for 2016 and wants to send teachers to our 2016 STI. We pointed out that the exact nature of this year’s STI is uncertain, contingent on funding, re-factoring, etc. We suggest they join us for the upcoming Expo (4/20; awards on 4/21). They’ll be writing a one-page pre-proposal in the next two weeks; they’ll put in some sort of travel budget to get some educators to us.
- e) They seemed interested in starting with proposal for a model based off CS 590/390 classes. We pointed out that the big funding is going to be if the Challenge moves outside the NM. They indicated that they would be interested in partnering for regional and national funding. (N.B., David mentioned that he received a card from the new CSTA Director, who is interested in helping the Challenge go national.)

11. 4:45 PM – Treasurer's Report

- a) Checking balance: \$40,484.54; Savings Balance: \$34,075.15; Assets: \$74,559.69.
- b) We are head of the game, as we had budgets projections that showed losing \$96K this year.
- c) Expecting \$60K of legislative funding for this fiscal year, appropriated last session; approx. \$37K went through NMT
- d) NMT does not take an overhead cut, but they are charging some of their staff to it, which has not been done in previous years.
- e) In any case, they don’t give us cash (that \$37K); they pay things out. The intention is to use it up by May.
- f) We now have a pretty good commitment for \$50K from LANS. We may add \$60K from the legislature.
- g) **Action item:** move forward with Cloud version of QuickBooks.

- h) Bob R.: Special thanks to all those who made efforts with the legislative session: Bill Blackler and Tom Bowles for production of background materials and much leg work, and Tim Thomas for a quick trip to Santa Fe on short notice to represent us at a committee hearing.
- i) **Motion** (Tom, Ed) to accept Treasurer's Report. → Unanimous.
- j) **Motion** (Tim, Ed) to delete Robert Bolz and Elizabeth (“Betsy”) Frederick and add Josephine Kilde to signature authority on the US Bank checking and savings (CD) accounts → unanimous
- k) **Motion** (Tim, Ed) to add Bill Blackler and Josephine Kilde to Los Alamos National Bank accounts → unanimous
- l) **Motion** (Tim, Ed) to put Bill Blackler, Bob Robey, David Kratzer, Josephine Kilde, and Patty Meyer onto QuickBooks → unanimous.
- m) Note: We might add the accountant in the future.

12. 5:31 PM – Fundraising Initiatives

1. State Legislature Funding

- a) Tom B. briefly reviewed the situation. Bottom line is that we won’t know finally until the Governor signs off.

2. Board Report -- Annual fundraising letter

- b) Bob B. had taken this on in December. He passed it on to Bob R.
- c) Bob R. passed around a funding matrix summary sheet. Help is needed following up and filling in some gaps.
- d) Bob R. passed out a 2nd list, in a different format; we also need to follow up on things in the first list that are not in the 2nd and vice versa.
- e) Note: it’s important for contacts to hear from people that they know.
- f) The Board should review this list and notify Bob R. about connections.
- g) David took the initiative to make contact with a fund-raising firm. He learned that (certain?) foundations are required by law to give away 5%. Such foundations don’t take proposals... they want a Letter of Introduction: i.e., “We see that you have a Foundation; your interests match up with ours; would you be interested in us sending you a proposal?”
- h) See <https://www.tgci.com/funding-sources/NM/top>
- i) David also located the Motorola Solutions Foundation: <http://responsibility.motorolasolutions.com/>
- j) It should be a Board decision to prioritize our efforts and officially declare what we’re going after.
- k) Volunteers for the fundraising committee: Bill, Bob, Ed, David, Ron.

3. Staff Report -- Indiegogo, Amazon Smile, Cray

- a) Patty: \$680 for generic scholarship video.

- b) Goal is to have \$20K by 4/15. Doesn't look like we'll make it.
- c) \$6 (that's six dollars) from Amazon Smile.
- d) \$5K (that's "K") from Cray.
- e) We are not giving away \$20K in unrestricted funding this year; we have 12 students applying; some years we've had as many as 22.
- f) We get United Way from LANL (\$692/quarter x 4 = "\$2100") and Rio Rancho Cyber Academy.
- g) Tom B. will try to set up a meeting when he is next at the NSF for a different board meeting.

13. 6:04 PM – Recent Activity Reports

1. February Project Evaluations Report

- a) Went pretty well. There were some weather/logistical problems (e.g., snowed out in Espanola.) 80 of the 96 teams presented.
- b) Jed was at the one in Santa Fe but not UNM this year.

2. Sandia/UNM Tours

- a) This is going to happen; 15 students right now. One of the places to be visited has a limit of 15 people at a time, so this is convenient. David would like to see Amy Tapia join for part of all of the tour.
- b) UNM tour is a little bigger; 20 people signed up. We are giving Miyamura high \$400 to cover gas. Patty committed a promissory letter to get those folks to get them to the Expo. We can use State funds for that.

14. 6:15 PM – Future Activity Planning

1. Expo

- a) Celia's been doing hard work on Finalist judges.
- b) Bill has tried to get the Governor, but so far there's been no response.
- c) Final reports are due the first Wednesday of April.
- d) 5 out of 14 applicants are going out of state.
- e) **Motion** (Ron, Tim) to provide a minimum of \$10K of unrestricted funding to the scholarship committee, with whatever is missing coming from the checking account → unanimous

2. STI

- a) This is a difficult topic.

- b) N.B., Kurt Steinhaus of LANL's Community Programs office recently took a new job. Carl Rutten or Johnny Martinez will be the interim. David will meet with the eventual successor.
- c) We do seem to have some money to do this (if we get both major sources this year), though it's still not a lot. It was felt that there's a 95% probability that we'll get State and LANS funding.
- d) Six weeks from now (when the Governor makes a final decision) is still a lot of time (for a traditional plan.)
- e) A Thank You Letter should be sent to the LANS Board for putting all the award fee to the United Way and us.
- f) It was rumored that CS4ALL is not going to have a 3rd cohort; their funding is ending, but this is not quite correct. Ed will talk to Irene about what the plan is going forward. There may be some money left over.
- g) Some opined that if we don't make a change this year, we should not have STI. A possibility: one day Challenge, one day CS590. Rough budget: \$400 for 25 teachers would be \$10K... but we don't have that many teachers. Perhaps put something in for recruiting from rural schools.
- h) Need a meeting with Maureen to write up a proposal.
- i) Pressing the flesh with school administrators was what John Jenkins did in the early years.
- j) **Action Item:** hammer out a budget for the STI evolution.

15. 6:55 PM – Adjourn

Motion: Tim, seconded Ed.

We thank Abba Technologies and Ron Davis for kindly hosting us!

Respectfully submitted to the Board,
T.L. Thomas, Secretary